



COMMUNITY FOUNDATION
OF THE LOWCOUNTRY

Hilton Head Island Foundation Endowment Fund

FINAL REPORT FOR SEED AND MISSION SUPPORT GRANTS

Organization: _____

Grant #: _____ Grant Amount: \$ _____ Final Report Due Date: _____

Name of Person (with Title) completing this form

Signature of Executive Director or top level staff person (add title if different):

Title of Grant Project: _____

PLEASE COMPLETE BOTH SECTIONS I AND II

I. Executive Summary - In 100-150 words, please summarize your project, confirming and describing the actual outcomes and results using quantitative measures and/or targets as projected in your grant application.

II. Answer the following questions:

1. Please describe how this project addressed the initial problem described in your application (please include any information relevant to *Together for Beaufort*). .
2. Please present four project outcomes and measurements (quantitatively, please) that describe the impact of this project.
3. Please describe your efforts to collaborate with other organizations, agencies, or individuals within this project.
4. How will your organization continue to programmatically and financially support this project?
5. Please describe the overall impact of this project on the targeted community.
6. Please describe the challenges faced throughout the project and how your organization was able to overcome them.
7. Please provide a listing of all project expenditures and include copies of receipts as proof of funds spent.
8. How did your actual expenses compare with the budget presented in the original application?
9. In reference to the special conditions of the grant outlined in the Terms of Agreement, how did your organization disseminate information and/or publicize the grant? Please attach non-returnable samples (press clippings, programs, reports, etc.)

Please be sure to both e-mail this form to csmith@cf-lowcountry.org and send a signed copy to:

Community Foundation of the Lowcountry

Attn: Dr. Cynthia Smith

PO Box 23019

